



Alaska Air National Guard Active Guard Reserve (AGR) Position Announcement # **AKANG 12-96A**



<http://dmva.alaska.gov/employment.htm>

POSITION TITLE: Helicopter/ Tilt-Rotor Maintenance Craftsman (Quality Assurance)	AFSC: 2A572	OPEN DATE: 15 JUNE 2012	CLOSE DATE: 15 JULY 2012
UNIT OF ACTIVITY/DUTY LOCATION: 176th Maintenance Group, Joint Base Elmendorf Richardson, Alaska		GRADE REQUIREMENT: Minimum: E5 Maximum: E6	
SELECTING SUPERVISOR: MSgt Meier	VACANCY: 888011	PHYSICAL PROFILE: PULHES – 333233	

AREAS OF CONSIDERATION

Area 1 On Board AKANG AGR

Area 2 Alaska Air National Guard members

Area 3 Nationwide (Military members eligible for membership in to the AKANG **MUST HOLD AFSC**)

All applicants **MUST meet the grade requirement and physical/medical requirements outlined**

MAJOR DUTIES MAY INCLUDE

- Establish and execute a planned systematic approach of quality assurance for all areas of aircraft maintenance
- Serve as the Office of Primary Responsibility for wing maintenance policy
- Advise supervisors and employees on both general policy and specific maintenance matters
- Make decisions and recommendations on technical concerns presented by supervisors
- Utilize comprehensive knowledge and ability to interpret Air Force Instructions, Technical Orders, engineering drawings, product specifications, Air Force Occupational and Health and environmental standards, public law, and locally developed policy
- Evaluate and assess complex systems, subsystems, integrated systems/subsystems, or components for conformance to applicable technical data, engineering drawings, standards and specifications
- Evaluate, conduct reviews, activity inspections and management compliance of all maintenance activities to include the logistics maintenance support functional areas such as production, programs and mobility, maintenance training, plans, scheduling and documentation and data base management as directed by the Maintenance Group Commander
- Identify production problems, excessive overtime, discipline, housekeeping and technical discrepancies and attempts to identify the underlying cause
- Establish and develop performance checklists and metrics in coordination with the Quality Assurance Supervisor
- Develop local operating instructions to supplement regulations and manuals of higher echelons in the area of aircraft and aircraft systems quality assurance
- Review all Operating Instructions to ensure locally published instructions are technically accurate, complete and consistent with policy
- Coordinate with affected commanders on base and ensures the instruction is published as a wing operating instruction
- Serve as a key team member in collating and reporting compliance metrics to Major Command(s) Maintenance Standardization Evaluation Program (MSEP)
- Evaluate the quality of maintenance accomplished in the maintenance organization and performs the necessary quality functions to execute the MSEP
- Ensure the maintenance organization meets its responsibility for air-worthy aircraft and component quality for a broad and complex production workload
- Participate in a review of the organization's quality plans, procedures and practices to assure adequacy and compliance to local and higher-level directives
- Troubleshoot, inspect, repair, and service helicopter or tilt rotor aircraft, systems, and related equipment
- Inspect and functionally check aircraft structures and systems
- Check installed components for proper operation. Adjust, align, and calibrate aircraft systems. Rig, track, and balance rotor systems
- Inspect for fuel leaks, corrosion, tire wear, skin damage, and cracks on aircraft
- Accomplish engine maintenance and ground handling tasks
- Prepare and maintain inspection and maintenance records
- Operate, inspect, and check serviceability of powered and non powered ground SE
- Inventory and inspect alternate mission equipment. Store and prepare aircraft for shipment, and perform crash recovery
- Prepare aircraft for movement to and from storage. Disassemble helicopters for shipment and reassembles
- Remove disabled aircraft. Use emergency recovery equipment
- Advise on problems maintaining helicopters or tiltrotors and related SE
- Use technical orders to diagnose and solve maintenance problems on airframe and engine related systems
- Interpret inspection findings and advises on maintenance procedures to repair aircraft and related equipment
- Perform staff and supervisory management functions
- Coordinate and adjust individual and unit daily maintenance plans
- Supervise and assist in launching and recovering aircraft
- Ensure compliance with maintenance management directives
- Establishing and managing technical order distribution offices (TODO) and accounts(TODA)
- Review maintenance data collection summaries to determine trends, production effectiveness, and areas requiring corrective action
- Perform additional duties as assigned

See page 2 for Initial Eligibility Criteria, Preferred Qualifications and All Required Documents for Considerations

INITIAL ELIGIBILITY CRITERIA

- APTITUDE REQUIREMENT – MECHANICAL - 56
- SECURITY CLEARANCE - **Secret** (eligible to obtain)
- STENGTH APTITUDE - Demonstrated by weight lift of 80 LBS
- Normal color vision as defined in AFI 48-123, *Medical Examinations and Standards*
- AFSC not open to non-United States citizens. AFSC open to United States Nationals

PREFERRED QUALIFICATIONS

- Knowledge is mandatory of: principles applying to aircraft systems; concepts and application of maintenance directives and data reporting; using technical data; Air Force supply procedures; and proper handling, use, and disposal of hazardous waste and materials

INSTRUCTIONS FOR APPLICANTS

Applicants must not be entitled to receive Federal military retired or retainer pay or Federal civil service annuities and not be eligible for immediate Federal civil service annuities	Individuals who have been separated from other military services for cause, unsuitability, or unfitness for military service are not eligible to enter the AGR program	IAW ANGI 36-101 "Initial tours may not exceed 6 years..." AGR tours may not extend beyond an Enlisted member's ETS or an Officer's MSD
Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program. For members with a documented Duty Limitation Code (DLC) which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required	Individuals selected for AGR tours must meet the Preventative Health Assessment (PHA)/physical qualifications outlined in AFI 48-123, Medical Examination and Standards. They must also be current in all Individual Medical Readiness (IMR) requirements to include immunizations. RCPHA/PHA and dental must be conducted not more than 12 months prior to entry on AGR duty and an HIV test must be completed not more than six months prior to the start date of the AGR tour. Individuals transferring from Title 10 (Regular Air Force or Reserve Component Title 10 Statutory Tour) are not required to have a new physical unless the previous physical is over 12 months old at time of entry into AGR status	An applicant's military grade cannot exceed the maximum military authorized grade on the UMD for the AGR position. Enlisted Airmen who are voluntarily assigned to a position which would cause an overgrade must indicate in writing a willingness to be administratively reduced in grade in accordance with ANGI 36-2503, Administrative Demotion of Airmen, when assigned to the position. Acceptance of demotion must be in writing and included in the assignment application package. <u>Application Package will not be forwarded without statement</u>
ANGI 36-101 "applicant must be able to complete 20 years of active federal service prior to MSD for officers and age 60 for enlisted members. Exceptions may be considered...."	If a selectee does not possess the advertised AFSC, he/she must complete the required training/assignment criteria within 12 months of being assigned to the position. Failure to do so may result in immediate termination. Extension past 12-months will only be considered if the delay is through no fault of the selectee	Any further questions regarding the AGR program may be answered in ANGI 36-101

APPLICATION PROCEDURES

Interested applicants who meet the eligibility criteria listed in this announcement may apply by submitting the below listed documents to the **Alaska National Guard, Human Resources Office, HRO, Building 49000 Room D-209, Post Office Box 5800, Joint Base Elmendorf Richardson, AK 99505-5800**. Complete applications must be received in HRO office **no later than 1600 or postmarked on or before the closing date**. US government postage paid envelopes or government facsimile machines (FAX) may NOT be used in submitting applications. All applications must be typed or printed in legible dark ink and must be signed and dated with original signature. **Applications received with an unsigned NGB 34-1 will not be forwarded for consideration.** Applicants may include copies of training certificates or any documentation that may be applicable to the position they are applying for. **Per ANGI 36-101, the application package must include at minimum the signed NGB 34-1, current Report of Individual Person (RIP), and current Report of Individual Fitness.** Items 1-10 are **required** by the Human Resource Office to determine initial qualifications. If the required documents are not submitted, a letter of explanation must be included. **Incomplete packages will not be considered for the position vacancy.**

1. NGB Form 34-1 (Application Form for Active Guard/Reserve (AGR) Position (Available on <http://dmva.alaska.gov/employment.htm>))
2. CURRENT Records Review RIP (available on vMPF (<http://www.afpc.randolph.af.mil/vs>))
3. CURRENT PASSING Report of Individual Fitness (from Air Force Fitness Management Systems (AFFMS))
4. CURRENT AF Form 422 Notification of Air Force Member's Qualification Status (from clinic within 30 days) \
5. CURRENT AGR/Mobility/ADSW Orders (If applicable)
6. Last 3 Enlisted Performance Evaluations (If applicable)
7. Cover Letter & Resume
8. Statement confirming applicant meets All Initial Eligibility Requirements (Available on <http://dmva.alaska.gov/employment.htm>))
9. Signed Statement of Administrative demotion (If applicable) (Available on <http://dmva.alaska.gov/employment.htm>)
10. Signed Statement of Agreement to Retrain (if applicant does not possess AFSC) (Available on <http://dmva.alaska.gov/employment.htm>))
11. Letters of Recommendation will be accepted

****SUBMIT NO STAPLES/NO BINDINGS****

QUESTIONS:

To verify receipt of application, you may call 907-428-6452 (DSN 317-384-4452)

MAIL APPLICATIONS TO:

Alaska National Guard, Human Resources Office, HRO
Building 49000 Room D-209, Post Office Box 5800
Joint Base Elmendorf Richardson, AK 99505-5800

REMARKS

Federal law prohibits the use of government postage for submission of applications.

THE ALASKA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

All applicants will be protected under Title VI of the Civil Rights Act of 1964. Eligible applicants will be considered without regard to race, age, religion, marital status, national origin, political affiliation or any other non-merit factor. Due to restrictions in assignment to certain units and AFSC/MOS some positions may have gender restrictions.